

STATE OF HAWAII  
NOTICE OF AND REQUEST FOR EXEMPTION  
FROM CHAPTER 103F, HRS

'11 FEB 28 P2:08

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

To: Chief Procurement Officer

From: Loretta J. Fuddy, A.C.S.W., M.P.H. Acting Director of Health  
*Department/Division/Branch or Office*

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

1. Title and description of health and human service(s): Project Kealahou, Federal Grant Number 1U79SM059024, meaning "the new pathway" in the Hawaiian language, will build gender and culturally-responsive trauma-informed practices across Hawaii's child-serving systems to address the complex needs of Hawaii's ethnically-diverse girls with significant trauma issues. The system of care will be for girls ages 11-18 (girls may stay enrolled through age 20) with serious emotional disturbances and trauma histories. It will serve girls in the child welfare, juvenile justice, educational and mental health systems in the Central, Windward, and East Honolulu areas of the island of Oahu. The project will expand to younger girls and broaden its scope to engage primary care in the third year of implementation. Project Kealahou will enroll 100 participants per implementation year across the four major child-serving agencies, with a minimum of 400 girls served throughout the grant period.	
2. Provider Name and Address:	Hawaii Families as Allies 99-209 Moanalua Road, Suite 305 Aiea, Hawaii 96701
3. Total Contract Funds:	\$1,070,316
Contract Funds per Year (if applicable):	\$178,386
4. Reference number of Previous Request for this Service (if applicable):	
5. Term of Contract:	Start: 4/01/2011 End: 7/31/16
6. Describe how procurement by competitive means is either not practicable or not advantageous to the State: The Project Kealahou Federal Grant application was prepared by CAMHD through a strong partnership with Hawaii's child serving agencies and its statewide family organization, Hawaii Families as Allies (HFAA). Since the grant was awarded no contracts have been awarded. The existing statewide family organization, was a key component in the grant application. Project Kealahou builds on the existing partnerships and will add components which are largely missing from the current system that has resulted in missed opportunities to change life trajectories of girls who have been traumatized. HFAA is a statewide, parent-controlled, family network organization aimed at advocating and supporting families with children who have emotional and/or behavioral challenges. HFAA is the Hawaii state chapter of the Federation of Families for Children's Mental Health. HFAA, through CAMHD support, employs Parent Partners who are parents of children with emotional and/or behavioral difficulties and who support and advocate for other parents with similar challenges. HFAA currently works with the targeted class of beneficiaries and the grant will fund an in depth study of that select group. It would not be advantageous or practical for CAMHD or our clients to place a new independent organization to provide similar family support services overlapping our present family support program.	

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7.	<p>Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable:</p> <p>HFAA is the provider of CAMHD's statewide Family Support Organization contracted through 7/31/2016 in RFP 460-10-02 Competitive Purchase of Service to provide family involvement and support services to families with youth experiencing serious emotional or behavioral challenges. The primary target population consists of family members of youth ages 3-18 years experiencing serious emotional and behavioral challenges. The new contract would provide enhanced services to only a selected portion of the HFAA current client base to determine if current results could be improved.</p>						
8.	<p>Describe the state agency's internal controls and approval requirements for the exempted procurement:</p> <p>The CAMHD administrator provides overall oversight of the CAMHD clinical services. The CAMHD Project Kealahou manager and staff will provide daily oversight and will monitor the additional research studies required by the Grant. The CAMHD clinical team will regularly meet to monitor the grant's progress and evaluate the effectiveness of this additional family and youth support for this targeted class of beneficiaries.</p>						
9.	<p>List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:</p> <table style="width: 100%; margin-top: 10px;"><tr><td style="width: 40%;">Janet Ledoux</td><td style="width: 60%;">CAMHD PHAO</td></tr><tr><td>John MacDonald</td><td>CAMHD Program Contract Specialist</td></tr></table>	Janet Ledoux	CAMHD PHAO	John MacDonald	CAMHD Program Contract Specialist		
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John MacDonald	CAMHD Program Contract Specialist						
10.	<table style="width: 100%;"><tr><td style="width: 50%;">Direct questions to (name &amp; position):</td><td style="width: 50%;">John MacDonald Program Specialist</td></tr><tr><td>Phone number:</td><td>808 733-9338</td></tr><tr><td>e-mail address:</td><td>jjohn.macdonald@doh.hawaii.gov</td></tr></table>	Direct questions to (name & position):	John MacDonald Program Specialist	Phone number:	808 733-9338	e-mail address:	jjohn.macdonald@doh.hawaii.gov
Direct questions to (name & position):	John MacDonald Program Specialist						
Phone number:	808 733-9338						
e-mail address:	jjohn.macdonald@doh.hawaii.gov						

**I certify that the information provided above is to the best of my knowledge true and correct.**

  
\_\_\_\_\_  
Department Head Signature

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed Name

**NOTICE**

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 10 of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

Chief Procurement Officer's Comments:

This award is required to be posted on the Awards Reporting System.

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☒ APPROVED    ☐ DISAPPROVED    ☐ NO ACTION

Adams. J. J.  
Chief Procurement Officer, Signature

3/9/2011  
Date

Please ensure adherence to applicable administrative requirements.



Child Mental Health Initiative (CMHI)  
Department of Health and Human Services  
Substance Abuse and Mental Health Services Administration  
Center for Mental Health Services

Notice of Award

Issue Date: 08/28/2009

BHA

Grant Number: 1U79SM059024-01

Program Director:  
Mary Brogan

Project Title: Project Kealahou - A New Pathway for Girls

Grantee Address	Business Address
HAWAII STATE DEPARTMENT OF HEALTH Sharon Abe Administrative Services Officer 1250 Punchbowl Street, #312 Honolulu, HI 96813	Sharon Abe Administrative Services Officer Hawaii State Department of Health 1250 Punchbowl Street, #312 Honolulu, HI 96813

Budget Period: 09/30/2009 – 09/29/2010  
Project Period: 09/30/2009 – 09/29/2015

Dear Grantee:

The Substance Abuse and Mental Health Services Administration hereby awards a grant in the amount of \$1,000,000 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to HAWAII STATE DEPARTMENT OF HEALTH in support of the above referenced project. This award is pursuant to the authority of CMHI coop. agreement under Sect. 561 PHS Act as amended and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Award recipients may access the SAMHSA website at [www.samhsa.gov](http://www.samhsa.gov) (click on "Grants" then SAMHSA Grants Management), which provides information relating to the Division of Payment Management System, HHS Division of Cost Allocation and Postaward Administration Requirements. Please use your grant number for reference.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact your Grants Management Specialist and your Government Project Officer listed in your terms and conditions.

Sincerely yours,

Kathleen Sample  
Grants Management Officer  
Division of Grants Management, OPS  
Substance Abuse and Mental Health Services Administration

See additional information below

29411

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**SECTION I – AWARD DATA – 1U79SM059024-01****Award Calculation (U.S. Dollars)**

Salaries and Wages	\$438,494
Fringe Benefits	\$180,353
Personnel Costs (Subtotal)	\$618,847
Supplies	\$46,901
Consortium/Contractual Cost	\$195,020
Travel Costs	\$42,950
Other	\$30,065
 Direct Cost	 \$933,783
Indirect Cost	\$66,217
Approved Budget	\$1,338,726
Federal Share	\$1,000,000
Non-Federal Share	\$338,726
Cumulative Prior Awards for this Budget Period	\$0
 AMOUNT OF THIS ACTION (FEDERAL SHARE)	 \$1,000,000

SUMMARY TOTALS FOR ALL YEARS	
YR	AMOUNT
1	\$1,000,000
2	\$1,500,000
3	\$2,000,000
4	\$2,000,000
5	\$1,500,000
6	\$1,000,000

\* Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

**Fiscal Information:**

CFDA Number: 93.104  
EIN: 1996000449A4  
Document Number: U9SM59024A  
Fiscal Year: 2009

IC	CAN	Amount
SM	C96C133	\$1,000,000

**SM Administrative Data:**

PCC: CMHI / OC: 4145

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**SECTION II – PAYMENT/HOTLINE INFORMATION – 1U79SM059024-01**

Payments under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM). Inquiries regarding payment should be directed to: The Division of Payment Management System, PO Box 6021, Rockville, MD 20852, Help Desk Support – Telephone Number: 1-877-614-5533.

The HHS Inspector General maintains a toll-free hotline for receiving information concerning fraud, waste, or abuse under grants and cooperative agreements. The telephone number is: 1-800-HHS-TIPS (1-800-447-8477). The mailing address is: Office of Inspector General, Department of Health and Human Services, Attn: HOTLINE, 330 Independence Ave., SW, Washington, DC 20201.

**This award is based on the application submitted to, and as approved by, SAMHSA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following:**

- Treatment of Program Income:  
Additional Costs**

**STANDARD TERMS OF AWARD:**

- 1) This grant is subject to the terms and conditions, included directly, or incorporated by reference on the Notice of Award (NoA). Refer to the order of precedence in Section III (Terms and Conditions) on the NoA.
- 2) The grantee organization is legally and financially responsible for all aspects of this grant, including funds provided to sub-recipients.
- 3) Grant funds cannot be used to supplant current funding of existing activities. Under the HHS Grants Policy Directives, 1.02 General – Definition: Supplant is to replace funding of a recipient's existing program with funds from a Federal grant.
- 4) The recommended future support as indicated on the NoA reflects TOTAL costs (direct plus indirect). Funding is subject to the availability of Federal funds, and that matching funds, (if applicable), is verifiable, progress of the grant is documented and acceptable.
- 5) By law, none of the funds awarded can be used to pay the salary of an individual at a rate in excess of the Executive Level I, which is \$196,700 annually.
- 6) "Confidentiality of Alcohol and Drug Abuse Patient Records" regulations (42 CFR 2) are applicable to any information about alcohol and other drug abuse patients obtained by a "program" (42 CFR 2.11), if the program is federally assisted in any manner (42 CFR 2.12b).

Accordingly, all project patient records are confidential and may be disclosed and used only in accordance with (42 CFR 2). The grantee is responsible for assuring compliance with these regulations and principles, including responsibility for assuring the security and confidentiality of all electronically transmitted patient material.

- 7) Accounting Records and Disclosure - Awardees and sub-recipients must maintain records which adequately identify the source and application of funds provided for financially assisted activities. These records must contain information pertaining to grant or subgrant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures, and income. The awardee, and all its sub-recipients, should expect that SAMHSA, or its designee, may conduct a financial compliance audit and on-site program review of grants with significant amounts of Federal funding.
- 8) Per (45 CFR 74.36 and 45 CFR 92.34) and the HHS Grants Policy Statement, any copyrighted or copyrightable works developed under this cooperative agreement/grant shall be subject to a royalty-free, nonexclusive and Irrevocable license to the government to reproduce, publish, or otherwise use them and to authorize others to do so for Federal Government purposes. Income earned from any copyrightable work developed under this grant must be used a program income.

participation on the Governing Council, and training CWS workers in trauma-informed practices.

In addition to the State agencies described above, Project Kealahou will partner with the following non-governmental organizations:

**University of Hawaii (UH) Clinical Studies Program (CS).** CAMHD and the UH CS in the Department of Psychology have a history of collaboration for various clinical services, including training, research, education, and supervision.

**Hawaii Families as Allies (HFAA).** HFAA is a statewide, parent-controlled, family network organization aimed at advocating and supporting families with children who have emotional and/or behavioral challenges. HFAA is the Hawaii state chapter of the Federation of Families for Children's Mental Health. HFAA, through CAMHD support, employs Parent Partners who are parents of children with emotional and/or behavioral difficulties and who support and advocate for other parents with similar challenges. The organization also coordinates **Hawaii Youth Helping Youth (HYHY)**, Hawaii's first youth council for children's mental health.

### **Gaps in the Current System.**

**Lack of Trauma Informed Care.** Although there have been many advances in Hawaii's service system over the past decade, there is a clear need for more work to be done. Not all populations have benefited equally from system advances. A major failing of the current system is the lack of trauma informed approaches to care for girls as evidenced by their rates of repeated arrests and frequent elopements from placements. It is a population whose trauma histories are associated with a host of individual mental health concerns and systemic and logistical failures. There is presently no consistent way to identify girls who have been impacted by trauma, provision of trauma informed assessment and treatment, as well supports in the community. The system is still lacking in specific evidence based services that target girls who show repeated self-injurious and self-destructive behavior, abuse substances, and remain at risk for additional trauma exposure.

**Lack of Cultural Awareness.** Other specific gaps include culturally informed practices, and the scarcity of providers that reflect the culture and background of the population being served. What is often difficult to describe and even harder to train is the appropriate cultural awareness unique to Hawaii's families and youths. Using culturally informed practices with Hawaii's multi-ethnic population bears a special importance both in terms of providing services that work, and in assuring access to services. Brislin (1993) defines culture as ideals, values and assumptions about life that are widely shared among people and that guide specific behaviors. Hawaii's rich heritage of cultural diversity stemming from its plantation history has resulted in a unique blending of cultures over the generations known as "local style," much of which is tied to indigenous Hawaiian values. As well, in the targeted area there are many pockets of unique culture such as the large Mormon Polynesian culture in the La'ie area, a concentration of Native Hawaiians on the Hawaiian Homestead of Waimanalo, and the recently arrived immigrant groups from Asia throughout the region. There is a strong need to build cultural knowledge into trauma-informed service delivery, treatment, and communication.

In sum, the current system of care in Hawaii fails to fully meet the needs girls from diverse cultures who have been exposed to trauma and are experiencing trauma-related sequelae. In order to address these challenges, mental health providers, educators, juvenile justice providers, and healthcare administrators must foster connections among systems, as well as to develop and adopt new services that address the target population's unique mental health needs and their gender- and culturally-based characteristics. Stronger, interagency collaboration that becomes

party. If resolution can not be reached or if the grievance concerns the Project Director personally, the grievance will be referred to the CAMHD Grievance office which will complete an investigation. The Project Director will report trends and resolutions to the Governing Council. The Governing Council will periodically review grievance and appeals for any systemic patterns and corrective actions warranted.

### **Family-Driven Care.**

Project Kealahou will strive to include strong *family partnerships* at all levels of intervention, including *planning, implementing, and evaluating* the initiative. The project will work closely with our *statewide family network organization*, HFAA, which is funded currently by a contract with CAMHD paid for by state funds. CAMHD funding for HFAA's core functions is anticipated to continue past the end of the proposed project. Paid Parent Partners work in each of the CAMHD FGCs and are available to provide support to all CAMHD youth. Project Kealahou will build on this structure and work to strengthen the advocacy provided by the Parent Partners.

The project will provide funding to HFAA to allow them to employ a full time **Parent Support Coordinator** to assign to the project. Charlene Daraban, an experienced and skilled member of the HFAA staff has been designated for this role. Charlie has worked closely with the CAMHD Family Court Liaison Branch and with parents of youth in the Juvenile Justice system. Her experience bridging Mental Health and JJ will be invaluable to the project. She is a lifetime resident of Hawaii and well versed in local culture.

The Parent Support Coordinator will be part of the Governing Council, the three regional "Model Fidelity Review" groups and the project clinical team. She will work with parents and other family members of girls in the project to help engage them and to assure they are the "drivers" of the CSP process. The Parent Support Coordinator also will provide training and mentorship to the Parent Partners currently working in the three FGC offices where the project will be located. **Financial support** for HFAA provided by the project will include salaries for two full time staff members (Parent and Youth Support Coordinators) and three part-time staff members (Peer Support Specialists) to be devoted to the project. HFAA also will receive funding to support the administrative costs associated with managing funds for family and youth. This will include funds for *incentives* to be paid for research participation and for stipends to be paid to youth consumers and family volunteers who participate in *planning, developing and evaluating* the project and in advising project leadership on *implementing and sustaining the system-of-care*.

### **Youth Guided Care.**

Developing effective *youth partnerships* and making spaces for *effective participation* by youth in all aspects of the organization has been a goal set recently by CAMHD. In the spring of 2007, a conference was held for MHCCs that was focused on including "youth voice" in the development of CSPs. For the past several years, CAMHD has supported HFAA financially in their efforts to create a viable youth organization - Hawaii Youth Helping Youth (HYHY). HYHY's Youth Council has been meeting since 2001, and have held several youth conferences bringing together youth from across the state who are consumers of mental health and/or special education services. Despite these efforts, it is clear that in the every-day operations of our current mental health system, youth frequently feel they are not listened to and don't have any "say" about their own treatment or service plans.

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